



April 27, 2001

Jet Propulsion Laboratory  
California Institute of Technology  
4800 Oak Grove Drive  
Pasadena, California 91109-8099  
(818) 354-1869

Attention: All Prospective Proposers

Subject: Request for Proposal (RFP) No. MRO 05 for the Mars Reconnaissance Orbiter (MRO) Mission

Enclosed is the subject RFP for the Mars Reconnaissance Orbiter (MRO) Mission. The Jet Propulsion Laboratory (JPL) cordially invites your organization to submit a proposal in conformance with the instructions contained herein.

MRO will provide global access to Mars from a low altitude and will conduct remote sensing science observation, conduct site characterizations for the future potential landers and provide a UHF telecom relay capacity for follow-on missions.

All material contained in the RFP will be posted on the JPL website [acquisition.jpl.nasa.gov/rfp/mro05](http://acquisition.jpl.nasa.gov/rfp/mro05). Included on this website are the RFP, Specimen Contract, and Applicable Documents and Addenda. The user name is mars05 and the password has been changed from the draft website version. The RFP cover letter, the RFP and Specimen Contract are not password protected. Exhibits I and IV and Exhibit II, technical documents are still password protected and still restricted under International Traffic in Arms Regulations (ITAR). Domestic sources may contact the undersigned for the new password.

The RFP encompasses Phases A through E for MRO. JPL anticipates executing a letter contract on or about September 10, 2001 for Phase A/B activities. The definitized contract will be for approximately a 12 month effort for Phase A/B as a Cost-Plus-Fixed-Fee Contract with hard, priced options for Phases C/D and E. Contractor selection will be awarded via the JPL competitive source evaluation and source selection process.

JPL has established a Mandatory Qualification Criterion for this procurement. Proposers must provide evidence that they meet this criterion in their Volume 2 – Mandatory Qualification Criterion to be considered a qualified source and thereby be eligible for award. Please see paragraph 8.0 of the RFP General Instructions for details relating to these Mandatory Requirements.

As a courtesy to JPL, you are requested to provide to the undersigned, no later than May 11, 2001, a written statement whether or not your organization intends to submit a proposal. Should the choice be not to propose, please include a brief statement addressing the reasons.

To facilitate the evaluation process, JPL requests the early submission of Volume 3 – Past Performance, by May 7, 2001, but no later than June 13, 2001. Clearly mark the outside of the package as follows: VOLUME 3, PAST PERFORMANCE, RFP No. MRO-2005.

Note that this is a competitive procurement subject to the "Late Proposal" provisions of the RFP General Instructions. Proposals are to be received no later than 3:00 p.m. local time on June 13, 2001.

All questions and correspondence related to this procurement shall be directed only to the undersigned. JPL appreciates your consideration of this RFP, and looks forward to your response.

Yours truly,

Marty Scarbrough  
Member of Acquisition Staff  
M/S 190-220  
Telephone: (818) 354-1869  
FAX: (818) 393-4168  
E-Mail: [Martha.C.Scarbrough@jpl.nasa.gov](mailto:Martha.C.Scarbrough@jpl.nasa.gov)

Note: Attachment 1 included

**Attachment 1 to RFP Cover Letter**

**(Refer to paragraph 3.2, Address and Identification., of the General Instructions for use of this label.)**

<b>TO:</b> <b>JET PROPULSION LABORATORY</b> <b>4800 OAK GROVE DRIVE</b> <b>PASADENA CA 91109</b>	<b>Attn: Marty Scarbrough</b> <b>Bldg. 190 Rm. 220</b> <b>JPL RFP No. MRO 2005</b>
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<b>TO:</b> <b>JET PROPULSION LABORATORY</b> <b>4800 OAK GROVE DRIVE</b> <b>PASADENA CA 91109</b>	<b>Attn: Marty Scarbrough</b> <b>Bldg. 190 Rm. 220</b> <b>JPL RFP No. MRO 2005</b>
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**Note:** The yellow label on the top is preferred. In the absence of a color printer, please use the plain upper label and highlight in yellow.